

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dr. B.B. HEGDE FIRST GRADE COLLEGE, KUNDAPURA

MINUTES OF THE MEETING OF THE IQAC COMMITTEE

Date: 25/08/2015, Tuesday, 3.30PM. Venue: Room No - 001

Members Present:-

Mrs. Seema P. Shetty, Chairperson

Mr. Mahesh Naik, Co-Ordinator

Mr. Chethan Kumar Shetty, Member

Ms. Spoorthy S. Fernandes, Member

Dr. Deepa, Member

Mr. Sudhakar P, Member

Mr. Praveen Mogaveera, Member

Spseema

@Praveer

Sdku

Management Representatives:-

Sri. B.M. Sukumar Shetty, President, CESCR

Sri. Seetharama Nakkathaya, Secretary, CESCR

AL
Seema

Administrative Representative:-

Ms. K. Gayathri Shet, Office Superintendent. *K. Gayathri Shet*

Agenda:- 1. Formation of IQAC

2. Selection of IQAC Co-ordinator & Members.

3. Formation of Criterion wise Committees.

Minutes:- The IQAC Unit of the college was formulated.

Mr. Mahesh Naik, Librarian was appointed as the IQAC

Co-ordinator. There was also a selection of IQAC members.

The Criterion wise Committees were also formed.

The importance of planning, Execution and data Collection for the Successful documentation was explained by the Co-Ordinator.

Mahesh

Mr. Mahesh Naik

Co-ordinator, IQAC

I.Q.A.C. Co-ordinator

Dr. B. B. Hegde First Grade College
Kundapura-576201

Spseema

Mrs. Seema P. Shetty

Principal

Dr. B. B. Hegde First Grade College

Dr. B. B. Hegde
Kundapura-576201

INTERNAL QUALITY ASSURANCE CELL [IQAC]
 Dr. B. B. Hegde First Grade College, Kundlapur
 MINUTES OF THE MEETING OF THE IQAC COMMITTEE
 Date: 10/08/2017, Venue: Room NO: 002

MEMBERS PRESENT:

Prof. Dora Chandrashekar, Chairperson

Mr. Rajesh Shetty, Co-ordinator IQAC

Mr. Chethan Kumar Shetty, Member

Mrs. Spourthy S. Fernandes, Member

Dr. Deepa, Member

Mr. Sudakar P, Member

Mr. Praveen Mogaveera, Member

Management Representatives:

Sri. B. M. Sukumar Shetty, President, CES(R)

Sri. Seetarama Nalkathaya, Secretary, CES(R)

Administrative Representative:

Ms. K. Gayathri Shet, Office Superintendent

Students Representatives

Tharun D. Rao - III B.Com

Praveen P - II B.B.A

Agenda: ① Welcome, opening remarks and reading of the agenda.

② Approval of the minutes and action taken report of the previous meeting.

③ Discussion on:

Remedial classes

ICT Enabled Teaching

Internal Examination


④ Other matters.


Minutes: The meeting of the IQAC was conducted on 10/08/2017 at 3.15 P.M in room number 002. In this meeting IQAC co-ordinator discussed on various matters. After the discussion, the following recommendations were made:

1) IQAC co-ordinator instructed to all the departments HOD's to hold remedial classes regularly and systematically for monitoring the slow learners and give special coaching as per requirement.

2) IQAC co-ordinator instructed to give more emphasis on ICT enabled teaching and learning with LCD, Projectors etc.

3) IQAC co-ordinator instructed to all the HOD's to conduct internal examinations in smooth way as the quality of teaching and learning would be analysed through internal examination.


Mr. Rajesh Shetty
Co-ordinator IQAC
I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof. Dora Chandrahushekar
Principal
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dr. B. B. Hegde First Grade College, Kundapura

MINUTES OF THE MEETING OF THE IQAC COMMITTEE

18-19

Date: 08/08/2018

Venue: Room NO: 002

Time: 4.30 P.M

Members Present:

Mr. Chethan Kumar Shetty, Chairperson (I/c)

Mr. Rajesh Shetty, Co-ordinator

Mrs. Nuthan, member

Mrs. Spourthy S Fernandes, member

Dr. Deepa, member

Mr. Sudakar P, member

Mr. Praaveen Mogawera, member

Management Representatives:

Sri. B. M. Sukumar Shetty, President, CES(R)

Sri. Seetharama Natchathaya, Secretary, CES(R)

Administrative Representative:

Ms. K. Gayathri Shet, office superintendent

Student Representative

Douadiger Kavya Chandra - I B.C.A

Sampath Kumar Shetty - I B.B.A

Agenda: - 1] Welcome, opening remarks, and reading of the agenda

2] Approval of the minutes and action taken report of the previous meeting

3] Discussion on:-

1] Academic Improvement,

2] Identify the existing academic and administrative mechanism.

3] Individual Action plan.

4] other matters,


Minutes: The meeting of the IQAC was conducted on 8/8/2018 at 4.05 P.M in room no: 002. In this meeting IQAC co-ordination discussed on various

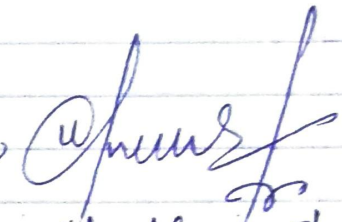
matters. After the discussion, the following recommendations were made,

1) Analysis existing system and assessing the strength & weakness of the departments, and suggesting the methods for improvement.

2) Identify if the existing academic and administrative

3) It was informed to all lecturers to submit individual action plan in the required format.


Rajesh Shetty
Coordinator, IQAC
I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201

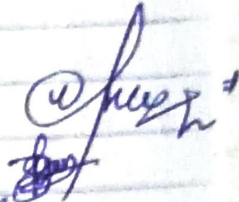



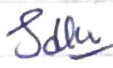


Mrs. Chethan Shetty
Principal
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

INTERNAL QUALITY ASSURANCE CELL (IQAC)
 Dr. B. B. Hegde First Grade College, Kundapura
 MINUTES OF THE MEETING OF THE IQAC
 COMMITTEE.

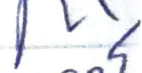
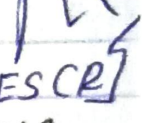
Date: 10/10/2018

venue: Room No: 002

MEMBERS PRESENT:


- Mr. Chethan Kumar Shetty, Chairperson (I/C) 
 Mr. Rajesh Shetty, CO-ordinator 
 Mrs. Nuthan, Member 
 Mrs. Sroothay S Fernandes, Member 
 Dr. Deepa, Member
 Mr. Sudhakar P. Member 
 Mr. Praveen Mogaveera, Member 

Management Representatives:



- Sri B.M. Sukumar Shetty, President, CESCR 
 Sri. Seetharama Mackathaya, Secretary, CESCR 

Coem

Administrative Representative:

- Ms. K. Gayathri Shel, office Superintendent 

Student Representatives

- Devadiga kavya charcha - I B.C.A. 
 Sampath Kumar Shetty - I BBA 

Agenda :- 1) Welcome, opening remarks and reading of the agenda

2) Approval of the minutes and action taken report of the previous meeting.

3) Discussion on:-

1) Discussion on B.Com, B.B.M and BCA curriculum.

2) To start add-on course

3) To conduct remedial classes


4) To encourage teachers to attend and present papers at national-

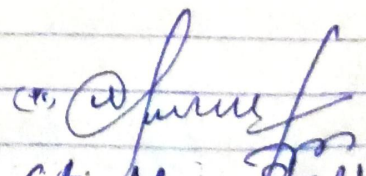
International Seminar,
4) Any other matter.

Minutes : A meeting of the IQAC with on the members of IQAC was held on 10/10/2020 at 4.05 p.m. in the Room no: 002. After a formal welcome, IQAC co-ordinator briefed about about the proceedings and action taken of the previous meeting.

After the discussion, the following recommendation were made.

- 1] Discussion on the IQAC activities of the academic year.
- 2] The co-ordination of IQAC discussed on curriculum enhancement
- 3] The Department, were instructed to start add-on course.
- 4] The Department were instructed to conduct remedial classes for slow learners.
- 5] The department, were instructed to encourage teachers to attend and present papers in national / International Seminars / conference.


Rajesh Shetty
IQAC - Coordinator
I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Mr. Chethan Shetty
Principal
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

INTERNAL QUALITY ASSURANCE CELL [IQAC]

Dr. B.B. Hegde First Grade College, Kundapura

MINUTES OF THE MEETING OF THE IQAC COMMITTEE

Date: 18/09/2019

Venue: Room no: 002

Time: 04.05. P.M

IQAC Composition: 2019-20

Champion : Prof. K. Umesh Shetty, - Principal

Coordinator : Mr. Rajesh Shetty - HOD, Commerce & Mgt

Management Representatives:

Sri. B.M. Sukumar Shetty

President, Kundapura Education Society (P.)

Sr. Seetharama Nakkathaya

Secretary, Kundapur Education Society (P.)

Faculty :

Mr. Chethan Kumar Shetty, Dept of Kannada

Mr. Sudakar P, Dept of Economics

Mr. Praveen Mogaveera, Dept of Political Science

Mrs. Sposrthy S. Fernandes, Dept of English

Mrs. Nuthan, Dept of Computer Science

Mr. Mahesh Babu, Chief Librarian

Administrative Representative:

Ms. Gayathri Shet, Office Superintendent

External Expert :

Dr. M. Dinesh Hegde, Retd. Principal, Kundapur

Others :

Mr. K. Venkataravara Hegde, President,

Parent Teacher Association

Mr. Sudheep Shetty, Secretary, Alumni

Association

Student Representatives :

Devadiga Kavya Chandra - II B.C.A

Sampath Kumar Shetty - II B.BA

Agenda:

1] Welcome, opening remarks and reading of the agenda

2] Approval of the minutes and action taken

- report of the previous meeting.
- 3] Discussion on student support and progression
 - 4] Other matter.

Minutes: At the outset of IQAC co-ordinator, welcomed the members of the subcommittee. The IQAC co-ordinator briefed about the proceedings and action taken details of the previous meeting.


The details of the planning was explained by the coordinator. After the discussion, the following recommendations were made.

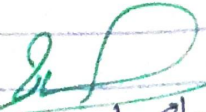
1] All the departments were instructed to give information to the students for scholarships and freeships provided by the government and institution.

2] Departments are instructed to conduct skill development programmes.

3] The Departments were instructed to conduct competitive examination and ~~career~~ counselling guidance.

4] The Departments are instructed to provide guidance to placement of students.


Rajesh Shetty
Co-ordinator, IQAC
I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof. K. Umesh Shetty
Principal
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

INTERNAL QUALITY ASSURANCE CELL [IQAC]

Dr. B.B. Hegde, First Grade College, Kundapur

MINUTES OF THE MEETING OF THE IQAC COMMITTEE

Date: 21/10/2019

Venue: Room no: 002

Time: 04/05. P.M

IQAC Composition = 2019-20

Chairperson : Prof. K. Umesh Shetty - Principal ✓
 Coordinator : Ms. Rajesh Shetty - HOD, Commerce and Management ✓
 Management Representatives:

Sri. B.M. Sukumar Shetty ✓

President, Kundapur Education Society (R.)

Sri. Seetharama Nuckathaya ✓

Secretary, Kundapur Education Society (R.)

Faculty :

Mr. Chethan kumar Shetty, Dept of Kannada ✓

Mr. Sudakar P, Dept of Economics ✓

Mr. Praveen Magaveera, Dept of Political Science ✓

Mrs. Sposothy S. Fernandes, Dept of English ✓

Mrs. Nuthan, Dept of Computer Science ✓

Mr. Mahesh Babu, Librarian ✓

Administrative Representative:

Ms. Gayathri Shet, Office Superintendent ✓

External Expert:

Dr. M. Dinesh Hegde, Retd, Principal, Kundapur ✓

Others :

Mr. K. Venkataramana Hegde, President,
Parent Teacher Association ✓

Mr. Sudeep Shetty, Secretary, Alumni Association ✓

Student Representatives:-

Devadiga Kavaya Chandra - II B.C.A ✓

Sampath kumar Shetty - II B.B.A ✓

Agenda :

1] Welcome, opening remarks and reading of the agenda.

2] Approval of the minutes and action taken report of the previous meeting.

3]. Discussion on :

- Introduction of Sanskrit Language
- Eco-Friendly used napkin disposal unit
- Water harvesting
- Unnath Bharath Abhiyana
- Birthday Plantation
- Alumni Association
- Formation of Rotaract Club
- Formation of SC/ST cell
- Formation of ^{Anti-}Sexual Harassment Cell
- Formation of ^{Anti-}Research Committee
- MOU's, Placement Training
- Staff Association

Minutes : The IQAC co-ordinator welcomed the Principal and the sub-committee. The IQAC co-ordinator briefed about the proceeding and action taken details of the previous meeting.

The details of planning explained by the co-ordinator. After the discussion, the following recommendations were made :

1] The IQAC co-ordinator and the Principal informed that the college would be implementing various programmes to benefit all:

Eco friendly used napkin disposal unit

Rain Water Harvesting

Unnath Bharath Abhiyan

Alumni Engagement

Formation of Rotaract Club


Formation of SC/ST club

Formation of ^{Anti-}Sexual Harassment Cell

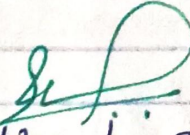
Formation of ^{Anti-}research committee

2] The Principal informed to introduce the Sanskrit Language in the college in the next Academic year

3] IQAC co-ordinator also discussed on MAU's and
Placement training.


Rajesh Shetty
Coordinator - IQAC

I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof. K. Umesh Shetty
Principal

PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

INTERNAL QUALITY ASSURANCE CELL [IQAC]

Dr. B.B. Hegde Fina College, Kundapur

MINUTES OF THE MEETING OF THE IQAC COMMITTEE

Date: 15/12/2019

Venue: Room no: 002

Time: 04.05. PM

IQAC Composition: 2019-20

Chairperson: Prof. K. Umesh Shetty - Principal ✓

Co-ordinator: Prof. Rajesh Shetty - HOD, Commerce & Mgt

Management Representatives:

Sri. B.M. Sukuman Shetty ✓

President, Coondapur Education Society (R.)

Sri. Seetharama Nakkathaya ✓

Secretary, Coondapur Education Society (R.)

Faculty:

Mr. Chethan Kumar Shetty, Dept of Kannada ✓

Mr. Sudakar P, Dept of Economics ✓

Mr. Praveen Mogaveera, Dept of Political Science ✓

Mrs. Nuthan, Dept of Computer science ✓

Mrs. Spoorthy S. Fernandes, Dept of English ✓

Mr. Mahesh Babu, Librarian ✓

Administrative Representative:

Ms. Gayathri Shet, Office superintendent ✓

External Expert:

Dr. M. Dinesh Hegde, Retd. Principal, Kundapur ✓

Others:

Mr. K. Venkatasurama Hegde, President
Parent Teacher Association ✓

Mr. Sudeep Shetty, Secretary, Alumni Association ✓

Student Representatives:

Devaliga Kavya Chandra - II B.C.A ✓

Sampath Kumar Shetty - II B.B.A ✓

Agenda:

1] Welcome, opening remarks and reading of the agenda.

2] Approval of the minutes and action taken report of the previous meeting.

3]. Discussion on:

- Lecture podium donation by the students
- Discussion on inauguration of Certificate Courses
- Implementation of software in the college
- B.M.S Goldmedal
- Special prizes for the students
- Online classes
- stock verification
- Self evaluation report
- Students feedback on Teachers
- Departments visits and presentations by HOD's
- Department Bifurcation
- Rotract club Installation

Minutes! - The meeting of the IAAC was held on 15/12/19 at 4.05 P.M in room no: 002. In this meeting IAAC coordinator discussed on various matters. After the discussion, the following recommendations were made: on the eve of the Decennial year of the college, the students voluntarily come forward to donate podiums for each class. This gesture of the students, was warmly accepted by the Principal and all the IAAC members.

IAAC coordinator and the Principal instructed all the HOD's to inaugurate various certificate courses and instructed to prepare online classes by using Edpuzzle, google classroom etc. and he also instructed to the HOD's of various departments to conduct 'webinars' on various topics.

The Principal said in the meeting that the college is planning to implement software, BMS gold medal, special prizes for the students.


For the NAAC Accreditation purpose, principal said to conduct stock verification of library and all the departments and he makes different

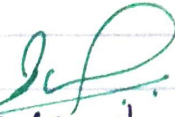
Committees for stock verification.

The Principal said to collect self Evaluation Report from all the teachers and collect students feedback on the teachers.

The Principal bifurcated the commerce and management department to Commerce department and Management department seperately.

The principal informed that Retract club will be going to be installed in the college by next week.


Rajesh Shetty
Co-ordinator - IAAC
I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof. K. Umesh Shetty
Principal
- PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

Dr. B. B. Hegde First Grade College, Kundapur.
Internal Quality Assurance Cell (IQAC)

Minutes of IQAC Meeting held on 12th October, 2020
 at 3:30 p.m in Room No 002.

IQAC Composition : 2020-21

Chairperson: Prof. K. Umesh Shetty

Co-ordinator: Mrs. Spoorthy S. Fernandes

Management Representatives :

Sri. B. M. Sukumar Shetty, President, CES(R.)

Sri. Seetharama Nakkathaya, Secretary, CES(R.)

Faculty :

Mr. Chethan Shetty, Member

Mr. Sudhakar P., Member

Mrs. Veena V. Bhat, Member

Mr. Phaveen Mogaveera, Member

Ms. Shylash B.C., Member

Mr. Rakshith Raw, Member.

Administrative Representative :

Ms. Gayathri Shet., Office Superintendent

External Expert :

Dr. M. Dinesh Hegde, Retd. Principal, Kundapur

Others :

Mr. K. Venkataramana Hegde, President, PTA

Mr. Sudeep Shetty, Secretary, Alumni Association

Student Representatives :

Devadiga Kanya Shandra, III B.C.A

Sampath Kumar Shetty, III B.B.A

Agenda :

- 1) Welcome and Opening Remarks
- 2) Approval of the Minutes of the previous meeting.

3) Discussion on :

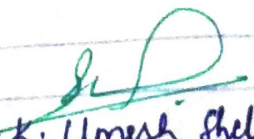
- (i) Online classes
- (ii) Offline contact classes.
- (iii) Circulation of Notes / Materials
- (iv) Conduction of 1st Internal Exam
- (v) Student Handbook / ID format / Forums / Uniform

4) Any other Matter.

Minutes :

The IQAC Co-ordinator welcomed the Principal and all the members of the IQAC. The co-ordinator then briefed about the proceedings and action taken report of the previous meeting. Due to the outbreak of Covid-19, the conduction of regular classes were affected and hence the Principal along with the IQAC co-ordinator, informed all the IQAC members to ensure the continuation of Online classes for all the students. And, also to enquire with the students if they were facing any problems in accessing the online classes. The Principal then informed to conduct offline contact class for a day, beginning from 14th October 2020 for each course commencing with B.Sc / B.C.A / B.B.A and B.Com. It was also decided to conduct the 1st Internal Exam through offline mode from 9th November 2020 onwards. It was also informed to hand over the student Handbooks, ID format, Forum Form to the students, by the class mentors. Each department was advised to review their current programs and make changes as necessary. The meeting ended at 4:30 p.m.


 Ms. Spoorthy S. Fernandes
 IQAC Co-ordinator
 I.Q.A.C. Co-ordinator
 Dr. B. B. Hegde First Grade College
 Kundapura-576201


 Prof. K. Umesh Shetty
 PRINCIPAL
 Dr. B. B. Hegde First Grade College
 Kundapura

Dr. B. B. Hegde First Grade College, Kundapur.
Internal Quality Assurance Cell (IQAC)

Minutes of IQAC meeting held on 22nd October 2020
 at 3:00 p.m. in Room No 001.

Members Present:

Chair person: Prof. K. Umesh Shetty.

Co-ordinator: Mrs. Sruvathy S. Fernandes.

Management Representatives:

Sri B. M. Sukumar Shetty, President, C.E.S(R.)

Sri Seetharama Nakkathaya, Secretary, C.E.S(R.)

Faculty :-

Mr. Chellan Shetty, member.

Mr. Sudhakar P, member

Mrs. Venu V. Bhat, member.

Mr. Prasen Mogaveera, member.

Mr. Shylash B.C, member.

Mr. Rakshith Rao, member.

Administrative Representative :-

Ms. Gayathri Shet, office superintendent

External Expert :-

Dr. M. Dinesh Hegde, Retd. Principal, Kundapur.

Others:

Mr. K. Venkataramana Hegde, President, P.T.A

Mr. Sudeep Shetty, Secretary, Alumni Association.

Student Representatives :-

Devadiga Kanya Chandra, III D.C.A

Sampath Kumar Shetty, III B.B.A

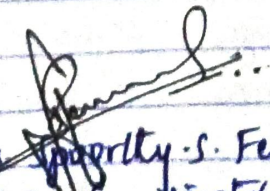
Agenda:

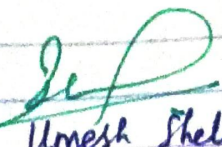
- 1) Welcome and Opening Remarks
- 2) Approval of the minutes of previous meeting.

- 3) Discussion on conducting IQAC Webinar
- 4) Any other matter.

Minutes :-

The IQAC Co-ordinator welcomed the Principal and members of the IQAC. Adhering to the latest trend of conducting Webinars, in the absence of conduction of seminars, post corona, the IQAC Co-ordinator suggested the need to organize a National level IQAC Webinar as early as possible. The topic of the IQAC Webinar was suggested as "Effects and challenges of Covid-19 on the Teaching community". The Resource Person, to address the Webinar Participants, was suggested, to be Dr. Purushothama Bilimole, Former JNU Professor, New Delhi. The date to conduct the Webinar was fixed on 29th October 2020 from 10:30 a.m to 12:00 noon. The Webinar would be conducted on the Zoom platform. The Principal suggested the IQAC Co-ordinator to compose the Webinar programme, Mrs. Veena V. Blat to introduce the Resource Person and Mr. Sudhakar P. to propose the Vote of Thanks. Mr. Shylash B.C would be the technical Co-ordinator for the event. The meeting ended at 4:00 p.m.


 Mrs. Veerithy S. Fernandes
 IQAC Co-ordinator
 I.Q.A.C. Co-ordinator
 Dr. B. B. Hegde First Grade College
 Kundapura-576201


 Prof. T. Umesh Shetty
 Principal
 PRINCIPAL
 Dr. B. B. Hegde First Grade College
 Kundapura

Dr. B. B. Hegde First Grade College, Kundapura
Internal Quality Assurance Cell (IAAC)

Happenings of the Criterion meetings in the process of NAAC Accreditation, held on 19th Dec 2020, 21 Dec, 23 Dec, 26 Dec, 28 Dec, 13th ^{15th} Jan 2021 in The Principal's Chamber.

Members Present:

Chairperson: Prof. K. Umesh Shetty

Co-ordinator: Mrs. Aritha Correa

Aritha

Management Representatives:

Sri B.M. Sukumar Shetty, President C.E.S.(R.)

Sri Seetharama Nakkathaya, Secretary C.E.S.(R.)

Faculties

Ms. Chethan Kumar Shetty, Member

Ms. Sudhakar P., Member

Mrs. Veena V. Bhat, Member

Ms. Praveen Mogaveera, Member

Ms. Shylesh B.c, Member

Ms. Rakshith Rao, Member

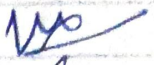

Administrative Representative

Ms. Gayathri Shet, Office Superintendent


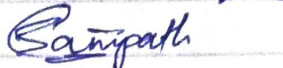
External Expert

Dr. M. Dinesh Hegde, Retd. Principal, Kundapura

Others :

Mr. K. Venkataramana Hegde, President, P.T.A. 
 Mr. Sudeep Shetty, Secretary, Alumni Association 

Student Representatives :

Devadiga Kavya Chandra, III B.C.A 
 Sampath Kumar Shetty, III BBA 

Agenda :

- 1) Welcome and opening remarks
- 2) Approval of the minutes of the past meeting.
- 3) Criterion wise discussion of the work done.
- 4) Any other matter - NCC unit Inauguration

Happenings:

The IQAC co-ordinator welcomed the Principal, the respective Criterion heads and the members present. The co-ordinator also reviewed the minutes of previous meeting. On 19th Dec 2020, the criterion VIIth meeting was held. The co-ordinator of the criterion put a glance upon the work completed in their criterion. A brief discussion was held with regard to physical arrangements which could be possible to arrange in the college campus. The confusions regarding preparing the documents of Counselling Centre were looked upon. The principal went through the documents which were executed by the criterion members.

On 21st Dec 2020 Criterion I meeting was conducted.

Discussion was held with regard to procuring affiliation copies in English from the University. The required meeting registers were presented before the Principal for verification. Feedback process of the current year from the students, parents & alumni were in progress. Principal informed the members to update the necessary documents and speed up the process. The criterion members insisted upon the principal to instruct other Criterion with the files with common requirements.

The criterion III meeting was held on 23rd Dec 2020. The members presented the work which was still in progress. The certain documents of previous academic year were yet to be collected from respective places. The principal do instructed the members to continue their work.

The II criterion meeting was held on 26th Dec 2020. The work related to this criterion was also pending for the immediate completed academic year. The members had certain doubts with the preparation of documents. The Principal & IQAC coordinator guided the criterion members with the same.


Criterion IV meeting was supervised on 28th Dec 2020. The criterion members put in a word for upgrading the Infrastructural requirements. The principal agreed for the same and along with that instructed to update the library resources.

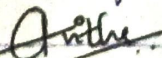
On 13.01.2021 the meeting of criterion V was conducted. This criteria works on Student Support and progression. The principal hence noted the key things which needs to be updated with relation to the activities in support to the students' progression.

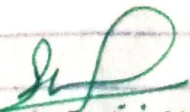
The VIth Criterion meeting was held on 15.01.2021. The organisation structure and certain leadership formats were redesigned. The Principal gave some necessary updates and instructions with regard to upgrading the governance and leadership documents.

As the college has been sanctioned with NCC Army Unit, the Principal informed that the Pre-tallation and Inauguration of the unit will take place during the Republic Day celebration.

It was also decided to organise PTA meeting on 28th Jan and 13th Feb inorder to maintain social distance during the pandemic situation.


Mrs. Aritha Correa


IQAC Coordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof. K. Umeshi Shetty

PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

Dr. B.B. Hegde First Grade College, Kundapura
Internal Quality Assurance Cell (IQAC)

Activities of the Criterion Verification Process for NAAC Accreditation, held from 8th Feb 2021 to 13th Feb 2021, in the principal's chamber at 4.15 pm

Members Present:

Chairperson: Prof. K. Umesh Shetty

Co-ordinator: Mrs. Aritha Correa

Aritha

Management Representatives:

Sri. B.M. Sukumar Shetty, President C.E.S (R.)

Sri. Setharama Nakkathaya, Secretary C.E.S (R.)

Al

Seem

Faculties

Mr. Chethan Kumar Shetty, Member

Mr. Sudhakar P. Member

Mrs. Veera V. Bhat, Member

Mr. Praveen Mogaveera, Member

Ms. Shylesh B. C, Member

Mr. Rakshith Rao, Member

Umesh

Sdku

Off

P

Shel

R

Administrative Representative

Ms. Gayathri Shet, Office Superintendent

GS

External Expert

Dr. M. Dinesh Hegde, Retd. Principal, Kundapura

DH

Others:

Ms. K. Venkataramana Hegde, President, P.T.A

Ms. Sudeep Shetty, Secretary, Alumni Association

V

S

Student Representatives:

Devadiga Kavya Chandra, III B.C.A

Edmondige

Sampath Kumar Shetty, III BBA

SampathAgenda:

- 1) Welcome & Opening remarks.
- 2) Consent for the happenings of the past meeting.
- 3) Physical verification of documents & descriptions.
- 4) Any other matter - CA/CS Course Inauguration

Minutes:

The Principal welcomed the members, the IQAC coordinator recalled the happenings of past meeting

On 8th Feb 2021, the physical verification process of Criterion I took place. The Co-ordinators of the Criterion briefed their Criterion. The Principal asked the respective indicators' incharge to explain their work and present the documents. Each of the members presented their documents. The Principal & the IQAC Co-ordinator examined the same and suggested some necessary corrections. They were also advised to update & complete the documents of the currently completed academic year. The Principal appreciated the work done by the I Criterion.

II Criterion meeting was held on 9th February 2021. The members in-charge of the matrices handed over the files and documents to the Principal & the coordinator of IQAC. It was assessed by both. Most of the documents were completed & descriptions were written. There were some minute tasks to be finished and files to be covered up. The Principal notified certain dates to complete the pending work.

III Criterion meeting was conducted on 10th Feb 2021. The members presented their files and informed that some appreciation letters of latest completed academic year were yet to be collected. They also informed that they have dropped out 2 indicators of total 10 marks.

Some work relating to Faculty Exchange activity of previous year was yet to be completed.

On 11.02.2021 The Principal along with the IQAC Coordinator conducted the physical verification process of IV criterion. The criterion relates to the Infrastructure & learning resources of the College. The blueprint of the college's new building and its dimension was yet to be prepared. Certain infrastructural upgradation were to be made. Library learning resources were also needed to be updated.

The criterion V meeting was held on 12 Feb 2021 along with the Principal & the IQAC Coordinator. The members of the criterion presented their files according to indicators in a consecutive order. Some records & documents relating to student support were to be completed. The details of latest out-going students were to be collected. Certain updates of latest placements of students were also to be done. Alumni Contributions were also to be updated. The Principal & IQAC Coordinator gave certain guidance for the same.

On 13th February 2021 the meetings of Criterion VI & VII were conducted. The Criterion VI meeting held at 2 pm. The criterion members handed out their documents and files relating to Governance, Leadership and Management aspects of the College. The Principal & IQAC Co-ordinator examined the SOP's, meeting registers and the descriptions regarding various indicators. There were some tasks to be completed, which the Principal instructed to complete it immediately to fasten up the NAAC applying process.


On the same day at 3.45 pm Criterion VII meeting was conducted. This Criterion is concerning Institutional Values & Best Practices, which spotlights the best values rehearsed in the Institution & also about the Best Practices which the institution is being running through since


quinquennium and more. The Criterion Coordinators poured introductory opening vocals about the same and the members took up the presentation relating to various matrices. The Best Practices taken up by the institution were providing free mid day meal for the poor students and the great task of undertaking Blood Donation Camp in the College Campus. The descriptions were also ready for the above said practices. The fee concession practice was spotted out as the Institutional Distinctiveness and the documents were put forward for the same. The other related documents of the Criterion were also ready.

The Principal had instructed all the Criterion Co-ordinators as well as the members to submit the soft copy of 500/1000 words description to the IQAC Co-ordinator for further verification and Corrections. The Principal & IQAC Co-ordinator also informed the members to prepare and be ready with the contents which are to be displayed through URL links. They also insisted upon the members of all the Criterion to gear up the works regarding NAAC accreditation process.

The Principal informed the IQAC Coordinator to be also ready with preliminary process of writing IIR and the SSR.

The Principal informed that CA/CS course Inauguration was held on Feb 06 2021 and we all should pay special focus on those students to get better results.


Mrs. Avitha Correa
IQAC Coordinator
I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof. K. Umesh Shetty
Principal
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

15/02/2021

IQAC Meeting

Date: 15.02.2021


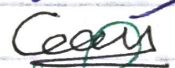









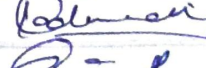



Time: 3pm

Venue: IQAC office

Agenda:

1. Applying for NAAC Accreditation
2. Preparation of the SSR
3. Any other matter - Water Cooler Installation

Members Present:

<u>Sl.No</u>	<u>Name & Designation</u>	<u>Signature</u>
1.	Sri. B.M. Sukumar Shetty, President C.E.S(R)	
2.	Sri. Seetharama Nackathaya, Secretary C.E.S(R)	
3.	Prof. K. Umesh Shetty, Principal/Chairperson	
4.	Mrs. Aritha Correa, IQAC Coordinator	
5.	Mr. Chethan Kumar Shetty, Member	
6.	Mr. Sudhakar P. Member	
7.	Mrs. Veena V. Bhat, Member	
8.	Mr. Praveen Mogaveera, Member	
9.	Mr. Shylesh B.C. Member	
10.	Mr. Rakshith Rao, Member	
11.	Ms. Gayathri Shet, Office Superintendent	
12.	Mr. K. Venkataramana Hegde, President, P.T.A	
13.	Mr. Sudeep Shetty, Secretary, Alumni Asso.	
14.	Devadiga Kavya Chandra, III B.C.A	
15.	Sampath Kumar Shetty, III B.B.A	

Resolutions:

The IQAC Coordinator welcomed the members and read out the minutes of the last meeting.

The Principal urged upon process of applying for NAAC accreditation and the following resolutions were taken:

1. We have decided to apply for NAAC after preparing

The I draft of SSR on or before 30th of April.

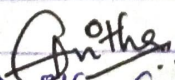
2. In order to prepare the SSR the following schedule was fixed for respective Criterion.

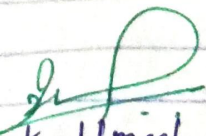
April 1 & 3 - Criterion I
 April 5, 6, 7, 8 - Criterion II
 April 9 & 10 - Criterion III
 April 12 & 15 - Criterion IV
 April 16, 17 - Criterion V
 April 19-20 - Criterion VI
 April 21 & 22 - Criterion VII

3. The Principal strictly instructed the members that the draft SSR must be ready by April 30, failing for which no excuses will be entertained.

4. It was also informed that IQA will be submitted by June 15th 2021.

5. The principal informed that the Lions Club Kundapura unit will be providing water cooler to the college.


 Mrs. Aritha Correa
 IQAC Co-ordinator
 IQ.A.C. Co-ordinator
 Dr. B. B. Hegde First Grade College
 Kundapura-576201


 Prof. K. Umesh Shetty
 Principal
 Dr. B.B. Hegde First Grade College
 Kundapura -576201

IQAC Meeting

Date: 14.06.2021

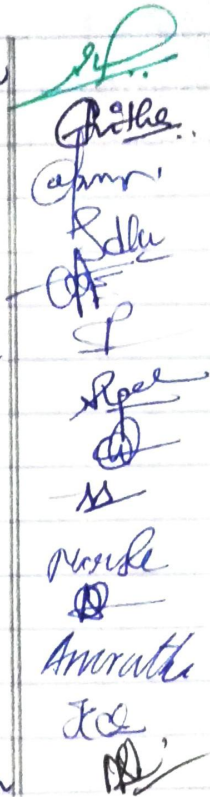
Time: 9.30 am

Venue: Principals office

- Agenda:
- a) New admissions
 - b) Online Classes
 - c) Ladies Hostel
 - d) SSR draft
 - e) FDP for P.U. teachers.
 - f) Any other matter

Members:

1. Prof. K Umesh Shetty, Principal / Chairperson
2. Mrs. Avitha M Correa, IQAC Coordinator
3. Mr. Chethan Shetty, Member / HoD Kannada
4. Mr. Sudhakar P. Member / HoD. Economics
5. Mrs. Veena V. Bhat Member / HoD Com & Mgnt
6. Mr. Praveen Mogaveera Member / HoD Pol. Science
7. Mr. Shylesh B. C. Member / HoD Comp. Science
8. Ms. Chaitra Dept. of Physics
9. Mrs. Shwetha Dept of Chemistry
10. Ms. Nirusha Dept of Mathematics
11. Dr. Deepa HoD. Hindi
12. Ms. Amrathu Dept of English
13. Ms. Gayathri Shet, office Superintendent
14. Mrs. Nanda Rai HoD Business Administration



The IQAC and Academic Council meeting was jointly held and following matters came into discussion,

The Principal welcomed the members, the proceedings and decisions taken in the last meeting were given by the Principal.

- a) The Principal instructed the guidelines that should be followed in the process of new admissions 21-22,

as per the instructions, it was decided to collect the contact of aspiring students and also to prepare the brochures for campaigns.

b) As it was the pandemic period, the principal ordered that each faculty member would be given the duty of new admission, weekly once and according to the situation from the coming week he instructed to come daily.

c) The next priority was Online classes, and to cater the convenience of students attending online classes at home, during the monsoon it was quite difficult to manage the same and hence it was decided to prepone the timings and conduct the classes from 9 am instead of 10 am. In order to finish by forenoon. 15 mins interval between each session was existed.

d) It was also instructed to provide Assignments/ notes/ study in the form of PDF through Google classroom.

e) Discussions were also held to begin Ladies Hostel from the academic year 21-22 in order to enrich & strengthen the admissions of students hailing from remote / rural places.

f) The Principal said that the SSR draft was ready and it must be given for grammar / spell check by the faculty concerned.

g) There was a thought kept before us by the Principal to conduct Faculty Development Programme (FDP) for the neighbouring Pre-University college teachers.

- h) The principal instructed some forums/associations to try to keep the students involved in different activities through online mode.
- i) It was thought to arrange COVID-19 vaccination for the staff members.

Mrs. Avitha Correa

IQAC Coordinator

I.Q.A.C. Co-ordinator

Dr. B. B. Hegde First Grade College
Kundapura-576201

Prof. K. Umesh Shetty

Principal

PRINCIPAL

Dr. B. B. Hegde First Grade College
Kundapura

IQAC Meeting

Date: 04.08.2021

Time: 10 am

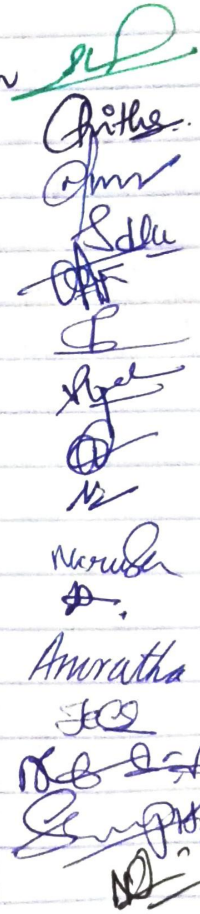
Venue: 001

Agenda:

- a) New admissions
- b) Offline Classes - Time table
- c) Vaccination
- d) Celebrations .

Members:

1. Prof K Umesh Shetty, Principal/Chairperson
2. Mrs Avitha M Correa IQAC Coordinator
3. Mr Chethan Shetty, Member | HoD Kannada
4. Mr Sudhakar P, Member | HoD Economics
5. Mrs. Veena V. Bhat Member | HoD Com & Mgmt
6. Mr. Praveen Mogaveera Member | HoD Potl Sci
7. Mr. Shylesh B C Member | HoD Comp Sci
8. Ms. Chaitra Dept. of Physics
9. Mrs. Shwetha Dept of Chemistry
10. Ms. Ninusha Dept of Mathematics
11. Dr Deepa HoD Hindi
12. Ms. Amratha Dept of English
13. Ms. Gayathri Shet, office Superintendent
14. Kavya Devadiga, II BCA
15. Sampath Kumar Shetty, MBBA
16. Mrs Nanda Rai HoD Business Admn




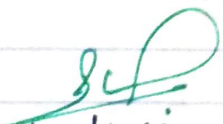
Minutes:

IQAC, Academic Council, Head of the Departments meeting was jointly conducted and the following discussions were done:

- a) The Principal set certain guidelines for the upcoming new admissions of 21-22.

- b) It was discussed to finalise the timetable for offline classes and guidelines were set to conduct the classes batchwise / section wise.
- c) The college was to arrange II dose vaccination drive and also I dose for the new admitants.
- d) Discussions were held about organising some important celebrations in the college
- Aug 9th 2021 - World Kundapura Kannada Day.
 - Aug 15th 2021 - Celebrating Independence Day
 - Aug 21 2021 - Celebration of Onam festival.
 - Deepavali Celebration later in November.


 Mrs. Avitha M. Correa
 IQAC Coordinator
 Dr. B. B. Hegde First Grade College
 Kundapura-576201


 Prof. K. Umesh Shetty
 Principal
 PRINCIPAL
 Dr. B. B. Hegde First Grade College
 Kundapura

IQAC Meeting

Date: 29.08.2021

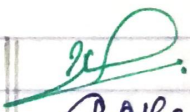
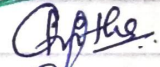
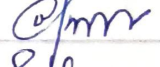


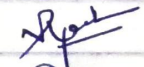

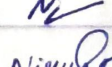
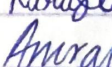
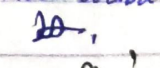

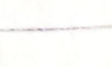
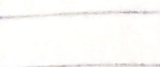
Time: 10 am

Venue: Principal's office

Agenda:

- a) Syllabus Completion
- b) Semester Exams
- c) NEP
- d) Any other Matters

Members

- | | |
|---|---|
| 1. Prof K Umesh Shetty, Principal |  |
| 2. Mrs Avitha M Correa IQAC Coordinator |  |
| 3. Mr Chethan Shetty Member |  |
| 4. Mr Sudhakar P Member |  |
| 5. Mrs Veena V Bhat Member |  |
| 6. Mr. Praveen Mogaveera Member |  |
| 7. Mr. Shylesh BC Member |  |
| 8. Ms. Chaitra Dept. of Physics |  |
| 9. Mrs. Shwetha Dept of Chemistry |  |
| 10. Ms. Nirusha Dept. of Mathematics |  |
| 11. Ms. Amratha Dept of English |  |
| 12. Dr. Deepa HOD Hindi |  |
| 13. Mrs. Nanda Rai HOD Business Admn. |  |

Minutes

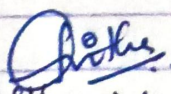
Principal welcomed the members and the following matters were discussed upon:

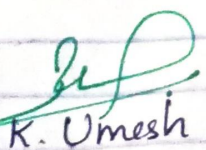
- a) The principal instructed the HOD's to complete the syllabus by September 15 2021.

b) The principal informed that as per the University Syndicate meeting VI sem exams will be conducted offline. No exams for 2nd and 4th sem. Marks scored in the previous sem and internal tests will be considered for promotion.

c) M.U will be inaugurating NEP on 30th Aug, and for the coming academic year syllabus will go according to NEP

d) IQAC will conduct 'An Orientation on NEP' for the new admitants


Mrs. Aritha M Correa
IQAC Coordinator
I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof. K. Umesh Shetty
Principal
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

IQAC / Staff Council / HoD's Meeting

Date : 28.01.2022

Time : 4 pm

Venue : Principal's office

Agenda:

- a) HEI registration Process
- b) IQA Submission
- c) Academic activities
- d) Any other matter

Members

1. Prof K Umesh Shetty, Principal / Chairperson
2. Mrs. Avitha M. Correa IQAC Coordinator
3. Mr. Sudhakar P. HoD / Member
4. Mrs. Veena V. Bhat HoD / Member
5. Mr. Praveen Mogamara HoD / Member
6. Mrs Nanda Rai HoD / member
7. Mrs Lona D'souza HoD English
8. Ms. Chaitra HoD Physics
9. Mrs. Shubha HoD Chemistry
10. Ms. Nirusha HoD Mathematics.
11. Dr. Deepa HoD Hindi
12. Mrs. Reshma Shetty (Jr) HoD Kannada
13. Mr. Ganesh Bhat Dept of Sanskrit
14. Ms. Soumya N HoD Computer Science
15. Ms. Akshetha III Bcom Student Rep.
16. Mr. Akshay III Bsc Student Rep.
17. Ms. Gayathri Shet office Superintendent

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Minutes

The Principal welcomed the members and took up the following discussions at the meeting

- a) The Principal informed the members that the IQA had been submitted and One Query / Clarification regarding Q. No 21 has been raised for which the college needs to give appropriate explanation.
- b) The Principal instructed that second round of NAAC presentations by Coordinators and HoDs will be done on 29th Jan. 2022
- c) The Principal mentioned that the Syllabus must be completed by 28th Feb 2022 and the II Internals will commence from 7th to 10th Feb '22
- d) It was also decided to conduct NSS annual Camp from 12 to 18 Feb 22 and Sports day in the last week of Feb '22.
- e) The Principal instructed that the Forum / Associations should conduct some programmes for the students.
- f) It was decided to conduct certificate courses online.
- g) The Principal informed that Nimhans Bangalore are conducting life skills training pgm for which faculty members must make up a mind to attend such a successful session.

1) The principal informed that Advance learners and Slow learners, as usual must be identified based on their internal and semester examination marks.

2) The Principal also insisted upon all the HoDs to conduct Industrial visits regularly.

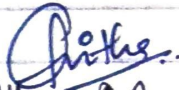
Antha
Mrs Antha M Correa
IQAC Coordination

I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-76201

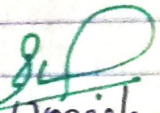
K Umesh Shetty
Prof K Umesh Shetty
Principal.
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

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i) The Principal also insisted upon all the HoDs to conduct Industrial visits regularly.


Mrs Aritha M Correa
IQAC Coordination

I.Q.A.C. Co-ordinator
Dr. B. B. Hegde First Grade College
Kundapura-576201


Prof K Umesh Shetty
Principal.
PRINCIPAL
Dr. B. B. Hegde First Grade College
Kundapura

IQAC | HoD | Staff Council Meeting

Date: 15/2/22









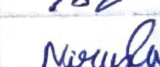
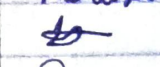



Time: 9.45 am

Venue: Principal's office

Agenda:

- a) PTA Meeting
- b) Syllabus completion
- c) Any other matter.

Members:

- | | |
|--|---|
| 1. Prof. K. Umesh Shetty, Chairperson |  |
| 2. Mrs. Anitha M Correa IQAC Coordinator |  |
| 3. Mr. Sudhakar P. HoD / Member |  |
| 4. Mrs. Veena V Bhat HoD / Member |  |
| 5. Mr. Praveen Mogavera HoD / Member |  |
| 6. Mrs. Nanda Rai HoD / Member |  |
| 7. Mrs. Lona D'souza HoD English |  |
| 8. Ms. Soumya N. HoD Computer Science |  |
| 9. Ms. Chaitra HoD Physics |  |
| 10. Mrs. Shubha Adiga HoD Chemistry |  |
| 11. Ms. Nirusha Shetty HoD Mathematics |  |
| 12. Dr. Deepa HoD Hindi |  |
| 13. Mrs. Reshma Shetty (S) HoD Kannada |  |

Minutes:

a) As the Hijaab Controversy was going on, the District Commissioner had ordered all the colleges to conduct PTA meeting to discuss and collect the opinion from the parents, hence on 16th Feb the college had decided to conduct PTA meeting.

b) The Principal instructed that because of Hijaab issue we will not be able to complete the syllabus on time and if required we all need to be ready to conduct classes through online mode as the semester exams are on the door-step.

c) The Principal also instructed to give much concentration of NAAC work as at the moment it is the first priority to submit the SSR within 45 days i.e. by March 19, 2022.



Mrs. Anthe M. Correa

IQAAC Coordinator

I.Q.A.C. Co-ordinator

Dr. B. B. Hegde First Grade College
Kundapura-576201



Prof. K. Umesh Shetty

Principal.

PRINCIPAL

Dr. B. B. Hegde First Grade College
Kundapura